

WESTERHAM TOWN COUNCIL

Youth and Community Committee

Minutes of the Meeting held on Monday 23rd June 2025 at 7 pm in Russell House, Market Square, Westerham

Present: Councillors: Mrs D Coen (DC) – Chair
Mr M Bortolozzo (MB)
Ms C Dicker (CD)
Mr K Thompson (KT)

Item		Action
1.	<u>Apologies for Absence</u> Apologies were received and accepted from Cllr Hussain – illness.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting on 14th April 2025</u> The minutes of the meeting on 14 th April 2025 were approved at the Council meeting on 19 th May.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> 8 Crockham Hill noticeboard – the board had been purchased and would be installed this week. 9 Cllrs asked for the new Terms of Reference to be circulated. 12 Communication and Community Engagement Policy – The review of this Policy was being undertaken by a Working Group as agreed at the last Council meeting. 14 Consultations – Cllr Coen had completed the Better Together Survey on 30 th April, focusing on SDC helping the community to set up new groups to fill gaps in missing activities.	AH
5.	<u>Community Engagement Projects</u>	
5(1)	<u>Crockham Hill – Coffee, cake and chat</u> Cllr Coen reported that there had been 12 attendees at the June session. Hot weather and holidays were probably the reason why numbers were down.	
5(2)	<u>Crockham Hill Primary School, Churchill Primary School</u> Cllr Coen reported that there was nothing to report on Crockham Hill Primary School, please see item 6(1) for Churchill School.	
5(3)	<u>Valance School and Shop</u> Nothing further to report. Cllr Rodgers had suggested speaking to Valance School regarding Art Session, it was agreed to focus on Churchill School at	

	the moment and further discuss how to engage with Valance School at the next meeting.	
6.	<u>Youth Projects</u>	
6(1)	<u>Arts/Craft session</u> Cllr Coen reported that there had been good feedback from the children who had attended the Easter sessions. The Art Teacher was only able to offer sessions in the October half term due to her busy schedule. Following discussion three dates were agreed, 21 st , 22 nd and 23 rd October from 3 – 4pm. Room hire was £30 a session and tutor costs were just under £700. It was further agreed to purchase 10 more art packs. Following discussion, it was agreed to book the hall and the Tutor and discuss with the Tutor regarding prizes for attendance and creativity to encourage full attendance at the sessions.	AH/DC
6(2)	<u>Skatepark lessons</u> Cllr Coen reported that Skatepark lessons had been booked for 7 th , 14 th , 21 st and 28 th August with two groups 6 -10 years olds at 1.30 – 2.45pm and 11 and over from 3 – 4.15 pm. Three of these dates would follow the Family Fun sessions. Discussion had been held with the provider regarding the take-up from the Girls only sessions at Easter and it had subsequently been agreed with the provider that a Girls only session would be advertised but if the take up was low then it would become a mixed session. The cost was £345 per day, £1,380 for four session, this was agreed.	
6(3)	<u>To consider Youth Activities</u> A discussion was held on future youth activities but without a venue a Youth Cub could not be considered. It was agreed that Cllr Coen would talk to the skatepark provider who had experience of youth activities in the district and the Clerk would investigate training for Cllrs regarding engagement with young people.	DC AH
7.	<u>Community Issues</u>	
7(1)	<u>Anti-Social behaviour</u> The Clerk had circulated the emails regarding ASB to the Police and CSU. ASB was still occurring but at a lesser level. Cllr Coen had emailed SDC regarding CCTV locations in Westerham.	
7(2)	<u>Police</u> The following information had been received: - • Regular updates from My Community Voice	
7(3)	The Clerk had sent all PC's all committee meeting dates and invited them to attend. <u>IAG (Independent Advisory Group)</u> Cllr Coen had circulated a report following her attendance at the IAG meeting on 4 th June and this was noted. Chief Inspector Mike Alvey had stated he would visit all local Council meetings, the Clerk to advise him of the next Community Engagement Committee meeting in September.	
7(4)		AH
7(5)	<u>Chamber of Commerce – Westerham</u> Cllr Bortolozzo reported that the next Westerham meeting was in August. <u>Businesses</u> Cllr Bortolozzo reported he had met with a number of retail traders and they were looking to set up a Traders Association to represent them. The	

7(6)	Clerk to investigate Reigate Traders Association with a view to inviting them to Westerham and for help with tackling issues. The particular items they wished to discuss were parking charges and what had changed the footfall. Cllr Bortolozzo to liaise with Cllr Boyle who had met with SDC Cllr Maskell regarding these issues. <u>Pub Watch</u> Thanks were given to Cllr Dicker who had visited all the licensed premises to engage with them regarding Pub Watch. The next steps were to set up a meeting and invite the SDC Pub Watch Liaison Office; however this was proving difficult to arrange at a suitable time for all. Cllrs Dicker and Bortolozzo to investigate further.	MB
7(7)	<u>Forget-me-not Café</u> This year was the 10-year anniversary of the Westerham Forget-me-not Café. A celebration was planned to include two entertainers and a special cake. Invitations to dignitaries needed to be agreed.	CD/MB
7(8)	<u>Christmas Lights Switch on</u> WTP had asked for the date of the Christmas Lights Switch on to be moved to 4th December. Following discussion, it was agreed that this wasn't helpful. The date should be as early as possible to help the Traders.	
7(9)	<u>Plogging</u> Plogging was a combination of jogging and the Swedish term "plocka upp," which means "to pick up." It was an activity where people jog while picking up litter. The aim was to combine physical exercise with environmental responsibility by keeping the outdoors clean. Following discussion, it was agreed that Cllr Dicker would investigate further including what this could involve for WTC.	CD
8.	<u>Financial Statement to 31st May 2025</u> The Financial Statement for the end of the financial year had been circulated and was noted.	
9.	<u>Summer Family Fun Sessions</u> The Summer Family Fun sessions would take place on 31st July, 7th, 14th and 21st August. The WSA would be selling drinks and ice creams and attendees of the sessions would have use of the toilets. The events would be advertised by banners, advert in TN16, Facebook and information would be sent to both Primary Schools.	AH
10.	<u>Strategic Business Plan – Action Plan</u> A plan had been circulated and was noted. There was nothing to add, all items were included on each Agenda.	
11.	<u>ECO Action Plan</u> The ECO Plan had been circulated. Cllr Coen had been in discussion with the Pre-School at Crockham Hill as from September all Early Years settings needed to have an Environmental Sustainability Policy and they were keen to work with the Committee on this. Following discussion regarding the ideas from the Pre-School it was agreed to: - • Purchase bird feeders	

	Create a mini garden in consultation with the Pre-school	DC
12.	<u>Correspondence</u> 12.1 Sevenoaks District Seniors Action Forum Newsletter was noted.	
13.	<u>Reports from Councillors</u> Cllr Thompson regularly attended the Warm Space at Fullers Hill Church. Cllr Bortolozzo had visited Crockham Hill to inspect current highways issues.	
14.	<u>TN16, Crockham Hill Newsletter and website</u> None.	
15.	<u>Matters for District and County Councillors</u> None.	
16.	<u>Further Matters for Consideration at the next meeting</u> None.	
17.	<u>Date of next meeting</u> Monday 8 th September 2025	

The meeting was concluded at 9.13 pm

Minutes confirmed as a correct record:

Chair